

# INFORMATION BULLETIN

## WELFARE-TO-WORK

Number: WB00-11

Date: February 29, 2000  
Expiration Date: 12/31/00  
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TO: SERVICE DELIVERY AREA ADMINISTRATORS  
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS  
WELFARE-TO-WORK 15 PERCENT SUBGRANTEES  
DOL WELFARE-TO-WORK 25 PERCENT SUBGRANTEES  
COUNTY WELFARE DIRECTORS  
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES STAFF  
EDD EXECUTIVE STAFF  
WORKFORCE DEVELOPMENT BRANCH STAFF

SUBJECT: CONTACT INFORMATION CHANGE FORM

The purpose of this information bulletin is to announce the Job Training Partnership Division's (JTPD) interactive Internet Contact Information Change Form. The form is available on the Internet to assist Welfare-to-Work subgrantees in conveying accurate contact information to JTPD. Upon completing the Contact Information Change Form, users are encouraged to submit the form electronically when possible.

Any changes to your contact personnel, their phone number(s), and addresses can now be completed on-line by using the [Contact Information Change Form](#) (attachment).

You can also fax the completed Contact Information Change Form to Carla Garay, Communications Coordinator, at (916) 654-9586 or mail the form to:

Attention: Carla Garay, Communications Coordinator  
Job Training Partnership Division  
Employment Development Department  
P.O. Box 826880, MIC 69  
Sacramento, CA 94280-0001

If you have any questions regarding this bulletin or need to verify your contact information, please call your program manager, at (916) 654-7799.

/S/ BILL BURKE  
Assistant Deputy Director

Attachment